

## CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: \_\_\_\_\_

Meeting Type: Regular

Meeting Date: Aug 13, 2015

Action Requested By: Finance

Agenda Type: Resolution

**Subject Matter:**

Advertise the position of Assistant Director of Finance

**Exact Wording for the Agenda:**

Request to advertise and fill the position of Assistant Director of Finance, Pay Grade 20, and to fill at higher than minimum rate if necessary.

**Note: if amendment, Please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: Yes

Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

Request to advertise and fill the position of Assistant Director of Finance, Pay Grade 20, and to fill at higher than minimum rate if necessary.

Associated Cost: \_\_\_\_\_ Budgeted Item: \_\_\_\_\_

MAYOR RECOMMENDS OR CONCURS: \_\_\_\_\_

Department Head: 

Date: 8/11/15